

City of South Bend
Council Meeting Via Zoom
Monday, February 8, 2021 @ 5:30 pm

Zoom Link - <https://us02web.zoom.us/j/85388660470?pwd=N3VtcjRHQjdxdL0k5alZQWnNiN3IMUT09>

1. Call to Order and Roll Call
2. Approval of Agenda and Consent Agenda
Approval of Minutes: *January 25, 2021 Regular Meeting*
3. Correspondence
4. Ordinance #1558 – Amending Chapter 15.20.70 – Off Street Parking (First Reading) **(Action)**
5. Budget Info – Councilor Hall
6. Items from the Public
7. Department Head Reports:
 - i) Police Chief Stigall
 - ii) City Supervisor Houk
 - iii) Clerk/Treasurer Roberts
8. Mayor's Report
9. Public Comments – Current agenda Items
10. Council Comments
11. Future Agenda Topics
12. Adjournment

ORAL PUBLIC TESTIMONY

If you wish to provide oral public comments during the February 8, 2021 council meeting, please submit an email to dee.roberts@southbend-wa.gov containing the following information:

1. The Meeting Date
 2. Your First and Last Name, Your City of Residence
 3. The Agenda Item(s) that you would like to provide comment oral public comment on
 4. The Telephone Number that you will be calling from
- Please note the information you provide may be subject to disclosure pursuant to Washington State's Public Record Act, chapter 42.56 RCW.

To join the Zoom web meeting:

Meeting ID: 853 8866 0470 Password: 178403 Dial-In Phone Number: 1-253-215-8782

Emailed requests to be added to our "Speakers List" must be received by 4:00 pm on February 8, 2021 and **MUST** include **ALL** of the above information. Any omitted information will render the request incomplete and will not be included for public comment during the meeting.

WRITTEN PUBLIC TESTIMONY

If you wish to provide written public comments during the February 8, 2021 council meeting, please email your comments to dee.roberts@southbend-wa.gov and include the following information with your comments:

1. The Meeting Date
2. Your First and Last Name, Your City of Residence
3. The Agenda Item(s) that you are speaking to.

The City of South Bend strives to provide access and services to all members of the public. Please notify the City at least 48 hours prior to an event if reasonable accommodations are needed.

NOTICE – All proceedings of this meeting are sound recorded
Except Executive Sessions.

Next Regular Meeting via ZOOM Monday, February 22, 2021 @ 5:30 PM unless otherwise notified.

South Bend Council Meeting

Monday, February 8, 2021

CONSENT AGENDA

1. Approval of Vendor Checks

Vendors – Check #46412 thru Check #46450 - \$283,537.33 Including EFT Payments

2. Approval of Payroll Checks

Payroll – Check #24919 thru Check #24925 - \$120,535.96 Including Direct Deposit

2/8/2021

VENDOR		AMOUNT	
46412	Aberdeen Office Equipment, Inc.	\$ 20.00	Office Supplies - City Hall \$142.41, Municipal Court \$72.97, Water \$4.32
46413	ALS Group USA, Corp	\$ 219.70	Water Samples
46414	Barnhart Home Cleaning	\$ 645.00	Janitorial January
46415	Beans & Rocks, LLC	\$ 659.95	Stockpile - Streets
46416	Borden's Auto Parts	\$ 49.70	Repair/Maintenance - Police
46417	Bud's Lumber & Electric	\$ 447.21	Operating Supplies - Pioneer Park \$65.90, Sts \$86.49, Parks \$45.99, Wtr \$194.83, Swr \$54.00
<i>EFT Pay</i>	<i>Comcast - EFT Pay</i>	\$ 952.43	All Depts
46418	Creative Community Solutions	\$ 2,280.00	Professional Services
46419	Criminal Justice Training Comm	\$ 3,347.00	T Johnson Training
46420	Cummins Sales and Service	\$ 1,022.16	Repair/Maintenance - Sewer Fund
46421	DataBar	\$ 42.38	Operating Supplies - City Hall
46422	Dennis Company	\$ 53.15	Operating Supplies - Water Fund
46423	Dept of Health	\$ 1,638.20	Operating Permit Fee - Water Fund
<i>EFT Pay</i>	<i>Dept of Revenue - EFT Pay</i>	\$ 6,280.93	January 2021 Excise Tax on Water/Sewer
46424	Grays Harbor Dept of Public Works	\$ 120.00	Water Samples
46425	HB Portable	\$ 100.00	Portable Toilets-Boat Launch
46426	H.D. Fowler	\$ 1,156.43	Materials/Supplies - Sewer \$123.60 and Water \$1,032.83
<i>EFT Pay</i>	<i>Invoice Cloud - EFT Pay</i>	\$ 101.00	January 2021 Portal Access Fee
46427	L.N. Curtis & Sons	\$ 178.37	Repair/Maintenance - Fire Dept
46428	LeMay Mobile Shredding	\$ 53.50	Document Shredding - Court
46429	Northwest Rock	\$ 662.21	Stockpile - Streets
46430	Office of Financial Management	\$ 1,320.31	January 2021 Fines & Forfeitures
<i>EFT Pay</i>	<i>ONLINE Information Services - EFT Pay</i>	\$ 30.80	Credit Reporting Services - January 2021
46431	Pacific County Dept of Public Works	\$ 1,539.84	Eklund Park - February 2021
46432	Pacific County Prosecutor	\$ 15.68	January 2021 Crime Victims
46433	Pacific County Sheriff's Office	\$ 270.00	Jail Bookings - December 2020
46434	Pete Hinton	\$ 180.00	Interpreter Services - Municipal Court January 2021
46435	PetroCard	\$ 1,679.32	Fuel - Public Works \$586.51 and Police \$1,092.81
46436	Pitney Bowes	\$ 1,000.00	Postage - All Depts
46437	PUD #2	\$ 6,880.06	All Depts

46438	Randy's Landscaping and Nursery	\$	205.37	Mary Rogers Pioneer Park
46439	Rognlin's, Inc	\$	244,155.76	Pay Request #3 - 4th Street Reconstruction (CDBG Funded)
46440	Sensit Technologies	\$	777.69	Repair/Maintenance - Fire Dept
46441	South Bend Pharmacy	\$	93.45	Water Fund
46442	South Bend Water Deposits	\$	2,000.00	Refund Sewer
46443	South Bend Water Deposits	\$	110.22	Refund Account
46444	Spargo's Printing	\$	148.35	Materials/Supplies - Water/Sewer Fund
46445	Staples	\$	151.31	Office Supplies - City Hall \$10.84, Court \$11.83, Police \$20.92. Water \$72.07, and Sewer \$35.65
46446	Steve's Front End & Brake, Inc.	\$	1,447.45	Repair/Maintenance - Str/Wtr/Swr \$454.75, Fire Dept \$992.70
EFT Pay	Verizon - EFT Pay	\$	576.21	One Talk - All Depts \$415.54 and Police Laptops \$160.67
46447	Vermeer Northwest	\$	54.20	Repair/Maintenance - Water/Sewer Fund
EFT Pay	VISA - EFT Pay	\$	296.95	City Hall \$281.20, Police \$15.75
46448	WA Assoc of Sheriffs & Police Chiefs	\$	181.01	Dues - Police
46449	Walter E Nelson Company of Astoria	\$	334.03	Operating Supplies - City Hall \$84.92, Water/Sewer Fund \$96.09
46450	Washington State Bar Association	\$	60.00	Public Records Request Publication
	TOTAL	\$	283,537.33	

 Mayor Struck

 City Supervisor Houk

 Police Chief Stigall

CITY OF SOUTH BEND
ZOOM COUNCIL MEETING – 01/25/2021

1. CALL TO ORDER AND ROLL CALL

The council meeting was called to order by Mayor Struck at 5:30 pm followed by roll call by Clerk/Treasurer Roberts. Members present: Councilor Kuiken, Councilor Manlow, Councilor Neve, Councilor Davis, Councilor Hall, Police Chief Stigall, City Supervisor Houk and Clerk/Treasurer Roberts.

2. APPROVAL OF AGENDA, CONSENT AGENDA AND APPROVAL OF MINUTES

A motion was made by Councilor Hall to approve the Agenda with an amendment – *moving Item #7 – Personal Services Contract – Chief of Police to Item #9 and moving Item #9 – Personal Services Contract – Clerk/Treasurer to Item #7*, Consent Agenda and the minutes of the January 11, 2021 regular meeting. The motion was seconded by Councilor Neve. **Vote: Ayes-5, Noes-0, Absent- 0**

Vendors – Check #46388 thru Check #46411 - \$57,212.47 Including EFT Payments

3. CORRESPONDENCE – NONE

4. APPOINTMENT OF MAYOR PRO TEM

Mayor Struck explained that the council needed to appoint a Mayor Pro Tem for 2021. Councilor Neve had previously held that position. Councilor Hall made a motion appointing Councilor Neve as Mayor Pro Tem for 2021. The motion was seconded by Councilor Davis. **Vote: Ayes-5, Noes-0, Absent- 0**

Mayor Struck presented the 2020 Council Committee's for review:

Mayor Struck

Chair - Streets
Chair – Public Works
Chair – Finance

Council Position #1

Councilor Kuiken

Fire Dept
Docks/Parks

Council Position #2

Councilor Manlow

Streets
Police

Council Position #3

Councilor Neve (Mayor Pro Tem)

Finance
Public Works
RWCC

Council Position #4

Councilor Davis

Fire Dept
Public Works
Parks

Council Position #5

Councilor Hall

Finance
Police
Streets

Following a brief discussion, the council agreed to remain on the same committees for 2021.

5. CONTRACT FOR LEGAL SERVICES FOR INDIGENT CRIMINAL DEFENDANTS

Councilor Neve made a motion accepting the Contract for Legal Services for Indigent Criminal Defendants as presented. The motion was seconded by Councilor Kuiken. **Vote: Ayes-5, Noes-0, Absent-0**

6. CONTRACT FOR PROFESSIONAL SERVICES CITY PROSECUTING ATTORNEY

Councilor Neve made a motion accepting the Contract for Professional Services for City Prosecuting Attorney as presented. The motion was seconded by Councilor Manlow. **Vote: Ayes-5, Noes-0, Absent-0**

7. PERSONAL SERVICES CONTRACT – CLERK/TREASURER

Councilor Hall made a motion to amend the yearly salary on the proposed Personal Services Contract - Clerk/Treasurer to read - \$69,950.00. The rest of the contract stands as written. The motion was seconded by Councilor Neve. **Vote: Ayes-5, Noes-0, Absent-0**

8. PERSONAL SERVICES CONTRACT – CITY SUPERVISOR/BUILDING INSPECTOR

Councilor Hall made a motion to amend the yearly salary on the proposed Personal Services Contract – City Supervisor/Building Inspector to read - \$69,950.00. The rest of the contract stands as written. The motion was seconded by Councilor Neve. **Vote: Ayes-5, Noes-0, Absent-0**

9. PERSONAL SERVICES CONTRACT – CHIEF OF POLICE

Councilor Hall made a motion to amend the yearly salary on the proposed Personal Services Contract – Chief of Police to read \$73,000.00 and maximum banked comp time to 300 hours. The rest of the contract stands as written. The motion was seconded by Councilor Neve. **Vote: Ayes-5, Noes-0, Absent-0**

10. ITEMS FROM THE PUBLIC – NONE

11. DEPARTMENT HEAD REPORTS

- Police Chief Stigall reported that Officer Johnson is at the police academy, his officers are busy and everything is business as usual.
- City Supervisor Houk noted that the fence is up at Mary Rogers Pioneer Park. There will be a small area that is not fenced now but will be done for more protection of the grass. Security cameras are being installed for the area and once that is complete then the city will open the public restrooms. Public restrooms signs are also ordered for Highway 101.
- City Supervisor Houk will be meeting with the City of Raymond and Gray & Osborne, Inc. tomorrow at the Regional Wastewater Treatment Plant to review the settlement issues at the plant. There will be a discussion to see if any of the settlement mitigation can be done by the cities at a more reasonable cost.







12. MAYOR'S REPORT

- ✓ Mayor Struck provided a brief report on the Forensic Investigations Council Meeting that she attended on January 22nd. The Association of Washington Cities submitted Mayor Struck's name for appointment to the council. Governor Inslee approved the appointment.

13. PUBLIC COMMENT – CURRENT AGENDA ITEMS

Citizen Craig Spredeman appreciated the transparency of the Personal Services Contracts.

14. COUNCIL COMMENTS

-  Councilor Neve reported on her new Peace Pole and the Peace Pole Project. She was wondering if maybe the city would consider one of them.
-  Councilor Kuiken gave kudos to the city crew for getting ready for the upcoming freezing weather that is predicted.
-  Councilor Hall asked Mayor Struck when the Alder House would be getting vaccinated. She advised she did not have any other information than what she reported at the last meeting, but she would ask again after her meeting with Pacific County Emergency Management on Wednesday.
-  Councilor Hall advised that it took him 56 calls but he is vaccinated. It was a smooth, well organized process.
-  Councilor Davis reported that her and Phil are scheduled for their COVID vaccinations on Friday, January 29th.
-  Councilor Manlow noticed that the Christmas Lights Fundraiser that was discussed at the January 11, 2021 council meeting is over \$7,000. It appears to be doing well. Mayor Struck commented that the city received confirmation that the city cannot contribute funds to the project.

15. FUTURE AGENDA TOPICS – BUDGET INFO

16. ADJOURNMENT

The Zoom meeting was adjourned at 6:09 PM to meet again on Monday, February 8, 2021 for the next regularly scheduled council meeting via Zoom unless otherwise announced.

Julie K. Struck
Mayor

ATTEST: _____

Dee Roberts
Clerk/Treasurer

ORDINANCE #1558

AN ORDINANCE AMENDING SBMC 15.20.70, SUBSECTIONS A AND B, OFF-STREET PARKING.

WHEREAS, South Bend Municipal Code (SBMC) 15.20.270 regulates off-street parking; and

WHEREAS, the City of South Bend considers Subsections A and B of SBMC 15.20.270 to be a detriment to future economic development in the City; and

WHEREAS, the City of South Bend proposes to address this concern by amending Subsection A to clarify when off-street parking applies to new and expanded uses and amending Subsection B to exempt off-street parking for those parcels adjacent to Robert Bush Drive between Central Avenue and Ferry Street; and

WHEREAS, the City submitted to the Planning Commission an application to consider amending SBMC 15.20.270, Subsections A and B; and

WHEREAS, the City duly provided notice of the application to the public and set a date for an open record public hearing on the proposed amendment before the Planning Commission;

WHEREAS, the City conducted appropriate review of the proposed amendment pursuant to the State Environmental Policy Act; and

WHEREAS, the City of South Bend Planning Commission held a public hearing on the proposed amendment on December 7, 2020; and

WHEREAS, the Planning Commission considered public testimony and discussed the merits of the amendment to SBMC 15.20.270;

WHEREAS, the Planning Commission issued a recommendation to the City Council to approve the amendment to SBMC 15.20.270; and

WHEREAS, the City Council reviewed and adopted the recommendation of the Planning Commission; and

WHEREAS, the City filed the Notice of Intent to Adopt with the State of Washington to initiate the state agency review process for the change on January 19, 2021; and

WHEREAS, the City considered and incorporated comments from state agency comments;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SOUTH BEND, WASHINGTON:

Section 1. Amendment of SBMC 17.20.270, Subsections A and B

The City adopts the following amendment to Subsections A and B:

A. The off-street parking standards of this section, except as noted in subsection B, shall apply to:

1. New uses; and
2. The expanded portion of existing uses.

B. Uses on parcels adjacent to Robert Bush Drive/US 101 between Central Avenue and Ferry Street are exempt from the off-street parking standards of this section; provided that Commercial Uses under SBMC 15.20.270(C) with greater than 2,000 square feet of area open to the public shall provide designated accessible parking, computed to the nearest whole number, based on the following standard:

1. Retail sales and services and other uses not listed: minimum of one space per 6,000 square feet open to the public.
2. Offices and personal services: one space per 7,500 square feet open to the public.
3. Eating and drinking establishments: one space per 2,000 square feet open to the public.

Section 2. Severability

If any provision of this Ordinance or its application to any person or circumstances is held invalid, the remainder of the Ordinance, or the application of the provision to other persons or circumstances is not affected.

Section 3. Effective Date

This Ordinance shall be in full force and effect five days from and after its passage, approval, and publication in the manner required by law.

This Ordinance was **INTRODUCED** on the 8th day of February 2021 and **PASSED** on this 22nd day of February 2021 by the City Council of the City of South Bend, Washington by the following vote:

Ayes –

Noes –

Absent –

Julie K. Struck, Mayor

AUTHENTICATED BY: _____
Dee Roberts, Clerk/Treasurer

Publish 03/03/2021